GOVERNMENT MEDICAL COLLEGE & HOSPITAL
CHANDIGARH

CENTER OF EXCELLENCE (COE)
UNDER DEPARTMENT OF PSYCHIATRY

INFORMATION CUM ADMISSION BROCHURE FOR ADMISSION IN M. PHIL (CLINICAL PSYCHOLOGY), M. PHIL (PSYCHIATRIC SOCIAL WORK) AND DIPLOMA IN PSYCHIATRY NURSING (DPN)

2020

WEBSITE: WWW.GMCH.GOV.IN

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INTRODUCTION ABOUT THE COLLEGE

The foundation stone of Government Medical College & Hospital (GMCH), Sector 32, Chandigarh was laid by the former Prime Minister of India, Shri Chander Shekhar on 20thJanuary, 1991. This institute is being developed as a State of the Art Medical institution and has more than 700 beds.

This institute is affiliated to Panjab University, Chandigarh and it was recognized by the Medical Council of India in 1998. The Institute is having an annual intake of 100 students in the MBBS Course. The First professional MBBS Course departments Viz. Anatomy, Physiology and Biochemistry and the Second Professional Course departments, viz Pathology, Microbiology and pharmacology are located in Block E and the clinical department, viz. General Medicine and other specialties like Dermatology & Venereology, Psychiatry, Tuberculosis & Respiratory Diseases, Paediatrics, General Surgery and allied specialties of Orthopaedics, Ophthalmology, ENT, Obstetrics &Gynaecology, Radiodiagnosis, Radiotherapy, Anesthesiology, Dentistry, Forensic Medicine and Community Medicine are functioning from Blocks A, B, C and D of the Hospital Complex. A 4 MV Linear Accelerator, MRI& CT Scan machines have been installed at GMCH, Chandigarh. The hospital has a recognized Eye Bank and a Blood Bank.

The department of psychiatry was started in February 1994 at Poly Clinic, Sector-22. The OPD services were shifted to Government Medical College and Hospital (GMCH), Sector-32 in June 1995. The department got expanded after joining of Dr. B.S.Chavan as Prof & Head in 1996 and introduction of indoor facility at GMCH. The community services were added in the year 1997 and Government Institute of Mentally Retarded Children (GIMRC) now named Rehabilitation Institute for Intellectual Disability (GRIID) came under the direct supervision of the department in December, 1998. The department has 10 faculty post in Psychiatry, 3 faculty in Clinical Psychology, 2 faculty in Psychiatry Social Work and 2 faculty in Psychiatry Nursing. The department also has four posts of Senior Residents and annual intake of six (8) Post Graduate Students (MD) every year. The department also has 8 psychologists and clinical psychologists, and 11 posts of medical social workers and psychiatry social workers. The department of

psychiatry provides indoor, outdoor and emergency services. The psychiatry ward is situated in 'A'- Block, IV floor in hospital building. The sanctioned bed strength is 70 , out of which 8 beds are earmarked for patients with substance use disorders. The psychiatry OPD is situated in B-Block, IV- Floor, OPD block. The OPD runs on all the working days. The Special Clinics include Child Guidance Clinic, Deaddiction Clinic, Geriatric Mental Health Clinic and Sexual and Marital Clinic.

Admission schedule for M. Phil Clinical Psychology and M. Phil Psychiatric Social Work, Diploma Psychiatry Nursing for the year 2020-2021

Important dates

Prospectus along with application forms will be available on the website w.e.f:	**28th Sept-14th October 2020**
Display of provisionally eligible candidates list online to appear in entrance test:	**15th October, 2020**
Entrance Examination:	**24th October 2020**
Display of Result of Entrance test:	**26th October 2020**
Date of counseling:	**29th October, 2020**
Commencement of session:	**2nd November 2020**

30/09/2020

1. M.PHIL (CLINICAL PSYCHOLOGY)

Introduction: M. Phil. in Clinical Psychology aims at generating highly skilled and competent human resources for delivering Clinical Psychology services as well as undertaking research. The course intends to give a comprehensive coverage of (1) Psycho-diagnostic assessment; (2) Counselling and Psychotherapy; (3) Family & Marital Therapies; (4) Behaviour Medicine and Cognitive Behaviour Therapy; (5) Child and Adolescent Mental Health; (6) Management of Substance Abuse; (7) Psychosocial Rehabilitation & (8) Neuropsychology. The didactic lectures, clinical teaching through case conferences and topic discussions shall be held. The seminars and Journal clubs shall provide additional input. The research orientation will be provided through the dissertation on the clinical topic. Candidate shall work under supervision, with adult and child populations with a range of psychiatric and neurological problems, thereby gaining clinical expertise.

1.1 NO. OF SEATS: 8

Category	% Reservation	No. of seats
Reserved (SC)*	15%	01
General		07

***Important note: In calculation of percentage of seats for reserved category/categories the figure has been rounded off to lower whole number if decimal point is less than 0.5 and to higher whole number if the decimal point is 0.5 or more.**

1.2 Duration: Minimum Duration of the course shall be of two years divided as Part I and Part II . It is a full time clinical training course during which the candidate will get opportunities for appropriate practicum and apprenticeship experiences.

1.3 Eligibility

1.3.1 Candidate to be eligible to appear for the M.Phil entrance test, should have passed as a regular candidate, Master's examination in the subject of Psychology with special paper in clinical psychology, securing not less than 55% (50% for SC) marks in aggregate from Panjab University or any other institute

/university examination of which has been recognized as equivalent to the corresponding examination of this university.

Note: Candidates who acquire M.A/M.Sc. degree by correspondence course or part time course or by distant education will not be eligible.

1.3.2 Candidates who have appeared in the final year examination of such Degree as defined above, shall also be eligible to appear for the Entrance Test which will be conducted by GMCH, Chandigarh, subject to the condition that they have to submit certificate of having passed the said examination scoring not less than 55% marks (50% for SC category) in aggregate at the time of interview, failing which, their candidature will stand cancelled.

1.4 Admission

1.4 1. A candidate shall apply to the Director Principal of Govt. Medical College and Hospital (GMCH) Chandigarh online on www.gmch.gov.in with prescribed fee by the date notified by the Institution as fixed the University.

1.4.2 Documents required at the time of interview:

a) Original Matriculation Certificate showing Date of Birth/ Proof of DOB

b) All marks sheets of qualifying exam as prescribed at 1.3.

c) Cast Certificate in Original

d) Character Certificate in Original

1.4.3 The provisionally eligible candidates will be allowed to appear in entrance examination which will be conducted by GMCH, Chandigarh in accordance with the decision of the University.

1.4.4 The selection of the candidates shall be made on the basis of merit in the entrance examination. To be eligible for admission, a candidate must score following minimum marks in the entrance examination,

General category: 50%

Reserved category (SC): 45%

1.4.5 The paper for entrance examination will be of 100 marks and will consist of Multiple Choice type questions (MCQ's).

1.4.6 Medium of entrance examination will be English.

1.4.7 There will be no negative marking

1.4.8 Duration of examination will be 2 hours

1.4.9 **Inter-se-merit:** If more than one candidate get equal marks in the entrance test, then the candidate who is elder in age will be considered higher in merit. In case still there is a tie then candidate with higher total marks in MA Psychology will be considered higher in merit.

1.4.10 List of qualified candidates according to their merit in entrance examination in their respective category will be displayed on notice board and Website of Government Medical College & Hospital, Sector 32, Chandigarh. All qualified candidates will be considered for admission against General category seats according to their merit in the combined merit list, in addition to the category they have applied for.

Important Note: Candidates belonging to reserved category, who obtain admission in the General category on the basis of their merit in the entrance examination shall not be counted towards the seats for the reserved category concerned.

1.4.11 Personal appearance of the candidate before the Counseling/Admission Committee is mandatory for claiming seat as per rank/merit determined and displayed.

1.4.12 Sequence of counseling will be for General Category seats first, followed by reserved category seats

1.4.13 If a qualified candidate reports late for counseling when his/her turn according to his/her rank/merit has already been passed over, he/she will be considered as per available seats at the time of his/her actual reporting in the counseling.

1.4.14 In case of non-availability of qualified SC candidates, these seats will be filled from qualified General category candidates.

1.4.15 Selection Committee consisting of Dean Medical Faculty Punjab University, Director Principal, Chairperson Department of Psychology Punjab University Chandigarh, Head of the Department of Psychiatry shall make the admissions on the basis of merit and eligibility.

1.5 **Attendance**

1.5.1 A minimum attendance of 80% (in the academic term) shall be necessary for taking the respective examination along with the summary and a fee as prescribed by the syndicate from time to time.

1.5.2 Course of the study must, unless special exemption is obtained, continuously be pursued. Any interruption in a candidate's attendance

during the course of study, due to illness or other extraordinary circumstances must be notified to the Head of the Institution/concerned authority and permission should be obtained. Under any circumstances the course must be completed within 4-yr from the year of enrollment.

1.5.3 Leaves

Thirty days of causal leave, maximum of fifteen days per academic year, shall be permitted during the two-year course period.

2. M. PHIL (PSYCHIATRIC SOCIAL WORK)

Introduction: In two years programme, the candidates will be exposed to application of methods, techniques and skills of Social Work for promotion of mental health, prevention of mental disorders, therapeutic intervention at individual, group and family levels as well as after care and rehabilitation in institutional and semi institutional settings. In the First Year, strong grounding shall be made for advanced theoretical aspects of Psychiatric Social Work, Psychosocial Perspectives on Mental Health and Psychiatric Social work Research and Statistics The candidates shall be required to submit 5 Case Records based on their psychosocial interventions with clients and family members. Likewise in the 2nd Year, the candidates will be given a strong theoretical base with regard to social issues in mental health, Psychiatric Social Work interventions and Psychiatry, including common neurological problems. At the end of the 2nd Year, every candidate shall submit a Dissertation using explorative-descriptive, experimental-evaluative research studies related to Psychiatric Social Work. In all these activities the candidates will be provided adequate supervision and guidance by the faculty and staff members. A variety of participatory methods will be made use of while imparting training to the candidates in the two year programme.

2.1 NO. OF SEATS: 8

Category	% Reservation	No. of seats
Reserved (SC)*	15%	01
General		07

***Important note: In calculation of percentage of seats for reserved category/categories the figure has been rounded off to lower whole number if decimal point is less than 0.5 and to higher whole number if the decimal point is 0.5 or more.**

2.1 Duration : 2 years

Minimum Duration of the course shall be of two years divided as Part I and Part II . It is a full time clinical training course during which the candidate will get opportunities for appropriate practicum and apprenticeship experiences

2.2 Eligibility

2.2.1 A candidate should possess Master in Social Work degree from a University recognized by the UGC with following minimum marks in aggregate:

General category: 55%

Reserved category (SC): 50%.

Note: Candidates with degree by correspondence course or part time course or by distant education will not be eligible.

2.2.2 Candidates who have appeared in the final year examination of such Degree as defined above, shall also be eligible to appear for the Entrance Test subject to the condition that they have to submit certificate of having passed the said examination scoring not less than 55% marks in aggregate for General category (50% for SC category), at the time of interview, failing which, their candidature will stand cancelled.

2.3 Admission

2.3.1. A candidate shall apply to the Director Principal of Govt. Medical College and Hospital (GMCH) Chandigarh online www.gmch.gov.in with the prescribed fee, by the date notified by the Institution as fixed the University.

2.3.2 **Documents required at the time of interview:**

a) Original Matriculation Certificate showing Date of Birth/ Proof of DOB

b) All marksheets of qualifying exam as prescribed or the proof of having appeared in the qualifying examination.

c) Cast Certificate

d) Character Certificate in Original

3.3 The candidates will be allowed to appear in entrance examination which will be conducted by GMCH, Chandigarh in accordance with the decision of the University.

2.3.4 The selection of the candidates shall be made on the basis of merit in the entrance examination. To be eligible for admission, a candidate must score following minimum marks in the entrance examination,

General category: 50%

Reserved category (SC): 45%

2.3.5 The paper for entrance examination will be of 100 marks and will consist of Multiple Choice type questions (MCQ's).

2.3.6 Medium of entrance examination will be English.

2.3.7 There will be no negative marking

2.3.8 Duration of examination will be 2hours

2.3.9 Inter-se-merit: If more than one candidate get equal marks in the entrance test, then the candidate who is elder in age will be considered higher in merit. In case still there is a tie then candidate with higher total marks in Master in Social Work will be considered higher in merit.

2.3.10 Selection Committee consisting of Dean Medical Faculty Punjab University, Director Principal, Chairperson Department of Social Work Punjab University Chandigarh, Head of the Department of Psychiatry shall make the admissions on the basis of merit and eligibility.

2.3.11 List of qualified candidates according to their merit in entrance examination in their respective general category/reserved category will be displayed on notice board and Website of Government Medical College & Hospital, Sector 32, Chandigarh. All qualified candidates will be considered for admission against General category seats according to their merit in the combined merit list, in addition to the category they have applied for.

Important Note: Candidates belonging to reserved category, who obtain admission in the General category on the basis of their merit in the entrance examination shall not be counted towards the seats for the reserved category concerned.

2.3.12 Personal appearance of the candidate before the Counseling/Admission Committee is mandatory for claiming seat as per rank/merit determined and displayed.

2.3.13 Sequence of counseling will be for General category seats first, followed by Reserved category seats.

2.3.14 If a qualified candidate reports late for counseling when his/her turn according to his/her rank/merit has already been passed over, he/she will be considered as per available seats at the time of his/her actual reporting in the counseling.

2.3.15 In case of non-availability of qualified SC candidates, these seats will be filled from qualified General category candidates.

2.4 **Attendance**

2.4.1 A minimum attendance of 80% (in the academic term) shall be necessary for taking the respective examination along with the summary and a fee as prescribed by the syndicate from time to time.

2.4.2 Course of the study must, unless special exemption is obtained, continuously be pursued. Any interruption in a candidate's attendance during the course of study, due to illness or other extraordinary circumstances must be notified to the Head of the Institution/concerned authority and permission should be obtained. Under any circumstances the course must be completed within 4-yr from the year of enrollment.

2.4.3 Leaves

Thirty days of causal leave, maximum of fifteen days per academic year, shall be permitted during the two-year course period.

3. DIPLOMA IN PSYCHIATRY NURSING

3.1: Total No. of seats: 10

Category	% Reservation	No. of seats
Reserved (SC)*	15%	02
General		08

***Important note: In calculation of percentage of seats for reserved category/categories the figure has been rounded off to lower whole number if decimal point is less than 0.5 and to higher whole number if the decimal point is 0.5 or more.**

3.2. Duration: The duration of the course shall be one academic year. It is a full time clinical training course during which the candidate will get opportunities for appropriate practicum and apprenticeship experiences.

3.3 Eligibility: A candidate for admission in Diploma in Psychiatric Nursing (DPN) should have any of the following qualification to join the course.

(i) Be a Registered Nurse (Registered Nurse & Registered Midwife) or equivalent a possessing a minimum of one year experience as staff nurse.

(ii) Nurses from other countries must obtain an equivalent certificate from INC before admission

3.4. Admission:

3.4.1 Candidates shall apply online on www.gmch.gov.in by the date notified by the Institution/ University, with the prescribed fee.

3.4.2 **Documets:**

Matriculation certificate -original

Detailed Marks Card (DMC) of the Qualifying examination

Caste Certificate in case of SC/ST/OBC category.

Note: Candidature without these documents at the time of interview shall be rejected.

3.4.3 **In-service candidates** working in the health sector of the state govt./central govt./autonomous institutions can also apply for the course. The application should be routed through respective Director Health Services of the State.

3.4.4 The eligible candidates will be allowed to appear in entrance examination which will be conducted by GMCH. However, in case the total no. of applications received for admission are less than the no. of seats available, there will not be any written test and the candidate will be admitted on the basis of their merit in the qualifying exam.

3.4.5 The paper for entrance examination will be of 100 marks and will consist of Multiple Choice type questions (MCQ's).

3.4.6 Medium of entrance examination will be English

3.4.7 There will be no negative marking

3.4.8 Duration of examination will be 2hours

3.4.9 The selection will be made on the basis of merit in the entrance examination which will be conducted by GMCH. To be eligible for

admission, a candidate must score following minimum marks in the entrance examination:

General category: 50%

Reserved category (SC): 45%

3.4.10 **Inter-se-merit:** If more than one candidate get equal marks in the entrance test, then the candidate who is elder in age will be considered higher in merit. In case still there is a tie then candidate with higher total marks in qualifying examination will be considered higher in merit.

3.4.11 Merit list of entrance examination will be displayed on the notice board as well as GMCH website and the eligibility candidates will be called for counselling.

3.4.12 Counseling Committee will consist of the following:

Principal, Govt. Medical College & Hospital, Chandigarh.

Principal, College of Nursing, GMCH, Chandigarh.

HOD, Psychiatry Dept., GMCH-32, Chandigarh

Representative Faculty Member of Diploma in Psychiatry Nursing (DPN) College, Chandigarh.

Representative of the University and SC (to be nominated by the Director-Principal)

3.4.13 List of qualified candidates according to their merit in entrance examination in their respective general category/reserved category will be displayed on notice board and Website of Government Medical College & Hospital, Sector 32, Chandigarh. All qualified candidates will be considered for admission against General category seats according to their merit in the combined merit list, in addition to the category they have applied for.

Important Note: Candidates belonging to reserved category, who obtain admission in the General category on the basis of their merit in the entrance examination shall not be counted towards the seats for the reserved category concerned.

3.4.14 Personal appearance of the candidate before the Counseling/Admission Committee is mandatory for claiming seat as per rank/merit determined and displayed.

3.4.15 Sequence of counseling will be for General category seats first, followed by Reserved category seats.

3.4.16 If a qualified candidate reports late for counseling when his/her turn according to his/her rank/merit has already been passed over, he/she will be considered as per available seats at the time of his/her actual reporting in the counseling.

3.4.17 In case of non-availability of qualified SC candidates, these seats will be filled from qualified General category candidates.

3.4.18 A candidate admitted for DPN course shall pursue courses of study and research in the Department of Psychiatry, GMCH-32, Chandigarh.

3.5: Attendance:

Attendance of not less than 75% of the theoretical instruction hours in each subject during one year and not less than 75% of the clinical practical hours shall be necessary for taking the respective examination along with the fee as prescribed by the GMCH/PU from time to time. Student should make up 100% of attendance for integrated practice experience and internship in terms of hours and activities before awarding the certificate.

3.6: Leave:

As per INC, a total of15 days holiday period is granted. Therefore, 7 days vacation period and 7 days casual leave shall be permitted during 1 year course period.

4. SCHEDULE OF ANNUAL FEES AND OTHER CHARGES

Payment of fees must be made in cash/demand draft drawn in favour of Director Principal, GMCH – 32, Chandigarh with the Cashier by the selected candidates or their representatives on the spot. If the full college fee is not submitted by the prescribed date and time, the offer shall lapse and the seat shall be offered to the next candidate in merit. The fee is liable to be increased without prior notice at the discretion of the Chandigarh Administration, Chandigarh.

4.1 Fee for M. PHIL. (CLINICAL PSYCHOLOGY) and M. PHIL. (PSYCHIATRIC SOCIAL WORK)

1st YEAR		PER ANNUM (in Rs.)
1.	Admission Fee & Tuition Fee	15000.00
2.	Amalgamated Fund	4054.00

3.	College Security (Refundable)	1000.00
4.	Examination Fee	6000.00
2nd YEAR		**PER ANNUM (in Rs.)**
1.	Tuition Fee	15000.00
2.	Examination Fee	6000.00

Note: Fee is subject to increase or decrease as per the orders of the competent authority.

4.1.1 Candidate will pay the Examination fee to GMCH, Chandigarh and concerned official from academic branch will deposit examination fee to the Panjab University two month before the final exams.

4.1.2 The fee and other charges for the first year will be paid before joining the course and the fee and other charges for the second year will be paid within one month after the declaration of the result of first year.

4.1.2 Special provision for Financial Poor students

5: Stipend:

5.1 M.Phil Courses: Candidates admitted to Clinical Psychology, Psychiatric social work will be paid a stipend of Rs.12000/- per month during the course period as per vide order No. GMCH-TA-III(M.Phil)- 2017/14216-21 dated 11.4.17.The stipend will be subject to regular attendance and the candidates availing more than entitled leave will get the stipend a reduced rate depending upon the attendance in that particular month **Agreement format at Appendix -III**

5.2 Diploma in Psychiatric Nursing: Candidates admitted to Course will bepaid Rs. 2000/- per month during the period of the course with the exception of the candidates who are on sponsorship/drawing pay and allowances from their employers vide order No. GMCH-TA-III(M.Phil)-2017/14216-21 dated 11.4.17. **Agreement format at Appendix -III**

6. Content of the course

6.1 M.Phil Clinical Psychology: As prescribed by the Rehabilitation Council of India and approved by Panjab University, Chandigarh.

6.1.1 Minimum Prescribed clinical work during the two years of training as per RCI.

6.2 M.Phil Psychiatric Social work: Approved by Panjab University.

6.2.1 As prescribed in the syllabus of M.Phil PSW

6.3 Diploma In Psychiatric Nursing:

6.3.1 As prescribed by the DPN syllabus.

Guidelines and rules for the M.Phil Clinical Psychology / Psychiatric Social work Course

7.Examination

7.1 The examination will be held in two parts (Part I and II). Part I will be held at the end of first year and Part II will be held at the end of second year. The student will not be allowed to take the Part II examination unless he/she has passed the Part I examination at least six months ahead of the commencement of the part II examination.

7.2 A candidate who has failed in Part I annual examination or has not appeared, even after being eligible to appear, will be allowed to continue the course for the IInd year and shall be allowed to take the Supplementary Examination of Part I. The supplementary examination shall be held at an interval of 6 months from the regular examination.

7.3 A candidate who fails to clear the Part I examination in first attempt at the regular Examination or fails to appear in Part I examination due to any reason, shall be allowed to take part in the next three examinations held by the University. If the candidate fails to clear the examination even then, his/her admission shall stand cancelled automatically. Similarly if the candidate fails in the first attempt in 2nd year examination , he she shall be permitted at the most upto three more chances to clear the Part II examination subject to the further condition that the candidate passes the Part II examination by the end of fourth year of his/her admission, failing which the admission shall stand cancelled automatically.

7.4.1 Each theory paper shall be of three hours duration and carry 100 marks each in part I as well as part II. Clinical /Practical shall be of 100 marks in Part I while in Part II it shall be of 200 marks. Group B in part I and in Part II and Group C in part Ii shall carry maximum of 100 marks each.

7.4.2 In Group B, all the 5 Psychodiagnostic Records should be checked and evaluated by the external as well internal examiners for which in Part I exam. Each psychodiagnostic record shall carry 20 marks which shall be equally divided among 4 examiners (5 each). Similarly in Group B of Part II, same scheme for distribution of marks will apply to FIVE (5)

psychotherapeutic records. In Group C of Part II (Dissertation), total 100 marks will be divided among all the four examiners equally.

7.5 Before appearing in Part I examination, the candidate has to submit a certificate from the HOD and Clinical Psychology/Psychiatric Social Work Incharge stating that he/she has completed all mandatory requirements including attendance (minimum 80%), submission of 5 psychodiagnostic case reports and submission of thesis protocol.

7.6 Before appearing in Part II examination, the candidate has to submit a certificate from the HOD and Clinical Psychology/ Psychiatric Social Work Incharge stating that he/she has completed all mandatory requirements including attendance (minimum 80%), submission of 5 psychotherapeutic case reports and submission of thesis.

7.7 The application for appearing in the Part I and II of the examination should be accompanied by a certificate issued by the Head of the Department that the candidate has undergone the course of study and has carried out the clinical work and research assignments as prescribed in the syllabus.

7.8 A Board consisting of 4 examiners of which 2 shall be external shall conduct the examinations.

7.9 The Chairman of the board of the examiners will be the senior among the two internal examiners. One of the Internal examiners shall be from the faculty of Clinical Psychology / Psychiatric Social Work. Internal examiners shall be appointed by rotation from amongst all the eligible examiners for the course provided that one of the internal examiners is professor.

7.10 The chairman of the bord of examiners will submit a panel of at least five external examiners to the Director Principal who shall send the same after his approval to the Panjab University for further action of getting the approvals at various levels of the University bodies. The panel should be sent for approval at least 9 months prior to commencment of the examination. The validity of the panel will be for three years . An examiner acting continuously for three years should wait for at least 2 years before his name is again included in the panel.

7.11 Out of the three theory papers, one each shall be set by each of the external examiners whereas the third paper, should consist of two parts , one part each to be set by each of the internal examiners by rotation.

7.12 Academic branch shall send letters to external examiners for setting of theory paper and conduct of practical examination in consultation with the Head of the department.

7.13 Two external examiners shall evaluate the two papers set by external examiners while the internal shall evaluate their own part of the remaining paper each . The dissertation shall be evaluated by four examiners two external and two internal. The board of four examiners, two external and two internal examiners shall conduct the practical clinical and viva-voce examination.

8 **Dissertation**

8.1 A candidate shall submit protocol for dissertation within 4 months of enrolment in course.

8.2 Protocol for dissertation will be approved by Departmental Academic Committee and subsequently by institutional ethics committee within two months.

8.3 Candidate is expected to complete data collection within 6 months from start of second year.

8.4 Dissertation should be carried out under the guidance of a faculty from Dept of Psychiatry. If the research work is of interdisciplinary in nature requiring input/ supervision from another specialist/ coguide(s) from the related discipline(s) may be appointed as deemed necessary.

8.5 A candidate admitted for M.Phil course may be allowed by the Head of Institution to do fieldwork or research at an approved institute of research outside institution, for a period ordinarily not exceeding one month, out of the maximum prescribed period of two academic years.

Submissions

9.1 Two months before the Part I examination every candidate should submit 5 full length Psychodiagnostic reports as specified in syllabus.

9.2 Two months before the Part II examination every candidate should submit 5 case records as specified in syllabus.

10 **Qualifying the examination**

10.1 A candidate shall appear for all the Groups of Part I and Part II examination when appearing for the first time in any of the parts.

10.2 A candidate in Part I and II, failing in any of the components of group A has to appear again in all the components of "Group-A".

10.3 A candidate in part I, failing in "Group B" has to resubmit 5 full length Psycho-diagnostic case records.

10.4 A candidate in Part II, failing in "Group-B" has to resubmit 5 fully worked out psychotherapeutic case records.

10.5 A candidate in Part II, failing in "Group-C" has to resubmit the dissertation as asked for / outlined by the examiner (s).

10.6 No candidate shall be declared to have passed in either of the two parts of the M.Phil examination unless he/she secures at least 50% marks in each component of Group A of Part I as well as in Part II as well as of Part II and 50% marks each in group B & Group C in Part II.

11. **Award of Degree**

11.1 Successful candidates shall be classified as under:-

(a) Those who obtain 75% or more of the aggregate of both the parts : 1st Division with Distinction

(b)Those who obtain 60% or more of the aggregate but less than 75% : 1st Division

(c)Those who obtain less than 60% of the aggregate : Second Division

(d)The merit class (Distinction/First Class) is awarded to only those candidates who pass both Part I & II examination in first attempt

11.2 Successful candidates shall be awarded DEGREE of M.Phil in Clinical Psychology/ Psychiatric Social Work by Panjab University.

11.3 If a candidate fails to pursue course on a continuous basis, or fails or absent himself/herself from appearing in any of the theory and practical exams of Part I and II, the merit class shall not be awarded.

12. Leaving of Course in between/ without completion by the student:

The candidate joining the course will be asked to submit an undertaking on a stamp paper stating that they will not leave the course in between and in case they do so, they will be required to repay the total amount of stipend already paid to them. Further, the selected candidate will be required to furnish a bank guarantee (Appendix-III) of Rs. 1.0 lacs in favour of the Director Principal. In the event of leaving of course in-between/without completion by the student, the amount of bank guarantee will stand forfeited. The surety will be returned after successful completion of the course. Declaration form (**Appendix I**) must be submitted at the time of joining as per format attached.

In case of inability to pay the Bank Guarantee of Rs 1.00 Lac following options may be availed:

1. Institute will be providing a letter of selection for the education loan.
2. Bank Guarantee amount will be adjusted from Stipend. Stipend wiil not be given till the bank Guarantee amount is not received.

13. COLLEGE RULES FOR THE STUDENTS

All the students shall comply with the College rules and regulations.

I. Regular and punctual attendance in all class activities like lectures, demonstrations, practical, clinical, tutorials and tests as well as in all College activities like clinical meetings, clinic-pathological conferences, guest lectures, seminars, sports and cultural activities is compulsory.

II. **Each student must maintain the minimum percentage of attendance required in all the class and College activities. Students, whose conduct and academic standards are found unsatisfactory, shall not be allowed to take the University Examinations. Attendance at the College tests and marks obtained in these examinations shall be taken into consideration while making the internal assessment.**

III. **Leave of absence from the classes must be taken from the Heads of Departments.**

IV. In case of illness, a medical certificate by a qualified doctor must be sent immediately.

V. Students are not allowed to paste notices within the institution without prior permission from the office of the Director Principal and are also forbidden to communicate with any outside authority directly. All such communications must be submitted through the Director Principal who will forward these if considered desirable. Any student infringing this rule may be suspended.

VI. The College does not hold itself responsible for debts incurred by the students in any way.

VII. Students are not allowed to use Director Principal's office verandas and other places around the departments.

VIII. Students must pay for all damages caused by them to books and other College property.

IX. Availability of hostel facility cannot be ensured.

X. College fees must be paid in full by due date. Any student whose fees, together with the fine imposed, found unpaid will be suspended from attending lectures, practical's, clinical, etc. until the fees/dues is paid.

XI. All irregularities, neglect of duties, breach of rules and indiscipline are to be brought to the notice of the Director Principal, who in consultation with the requisite enacted committee of senior faculty members shall deal with any serious offence, for which an adverse entry in personal files/student record register will be made. The penalty may either be a written or verbal warning, fine, suspension and/or removal as an office bearer of any organization and/or removal/expulsion from the college. The Director Principal is competent to remit the fine imposed by him.

XII. The decision of the College Administration in all disputes would be final and binding on the student

XIII. The following are **STRICTLY FORBIDDEN** within any part of the Institution.

i. Possession or use of alcoholic beverages
ii. Possession or use of addictive or hallucinogenic drugs
iii. Smoking
iv. Gambling
v. Possession or use of firearms or any lethal weapons
vi. Loitering around, especially under the influence of alcohol

14. RAGGING:

a) As envisaged by the Apex Court implies "Any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other student, indulging in rowdy or undisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear, apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not do in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student."

b) '**LIABILITY**' – Ragging of students is banned by Supreme Court and GMCH is seriously concerned to carry out the same. Any activity involving

ragging (participation or abetment) shall be punishable. The punishment shall be as deemed fit by the authorities under circumstances of a particular case, which may be pecuniary/ suspension from attending classes/ rustication or expulsion from College.

c) An entry will be made in 'Character Certificate' in respect of every student regarding punishment, if any, meted out during his tenure for indulging in ragging.

d) All the students are required to submit the undertaking as per the provisions of anti ragging verdict by the Hon'ble Supreme Court (specimen of the undertaking is available at **Appendix - II.**

Appendix - I

Specimen of **declaration** to be given on Non-judicial Stamp Paper (minimum of Rs.3; attested by an Executive Magistrate/Notary Public)

I.....son/daughter of Sh.....
resident of .....do hereby solemnly affirm and declare as under :

If admitted to M. Phil/DPN course, I agree to abide by the discipline of the college, to avail myself of all opportunities of academic instructions and to appear in all the college tests whenever required to do so by the college authorities.

If I, directly or indirectly, take part in any movement to create any kind of disturbance during my attendance in the aforesaid course in the College/Hospital or to hold or address a meeting in the College/Hospital or for participating in any other activity which, in the opinion of the Director Principal/Medical Superintendent/Asstt. Registrar will undermine the College/Hospital discipline or indulge in taking alcohol, my name shall be removed from the rolls of the college or I shall be fined/rusticated/expelled from the college as decided by the college authorities. I agree that the decision of the college authorities in such matters shall be final.

3. If admitted to the College, I agree that my admission can be cancelled if I have submitted incorrector incomplete information, forged marks/statements to the College authorities. I agree that in such case any fees paid shall not be refunded to me.
4. I understand that the day and time of declaration of selection will be notified on the notice board outside the Director Principal's office on the day of final selections.
5. I understand that the full fee to be paid by me on being admitted to the course is as per the Prospectus, that fee is payable either by cash or bank demand draft in the name of "Director Principal, Government Medical College, Chandigarh" and that personal cheque will not be accepted.
6. I agree to pay all dues regularly as notified by the college from time to time and on dates fixed for the purpose and understand that fees/ dues once paid are not refundable. I agree that any outstanding dues against me when I

leave the college, shall be adjusted by the authorities concerned from my security deposit. I understand that after the final selection is made, the list of selected candidates, along with the waiting list candidates will be displayed on the notice board of the Government Medical College, Chandigarh and that no other notification of such results will be issued. I understand that the successful candidate wishing to claim the offered seat must deposit the first full installment of the fees on the same day after the selection, otherwise the offer will be withdrawn and the seat will be offered to the next candidate in the waiting list in order of merit.

7. I confirm that I have not been disqualified by any University/Board. I also understand that the decision of the Admission Committee will be final and that my admission will be subject to approval by the Panjab University, Chandigarh.
8. I understand that if all the certificates submitted by me are not approved by the authorities concerned, my admission will be cancelled.

9. It is understood that after selection, all my original certificates shall be retained by the College and the same will be released after completion of the course

I have read the above statement and agree to it.

Dated: _____ _____

Place _____ Signature of applicant

Appendix-II

UNDERTAKING FROM STUDENTS AS PER THE PROVISIONS OF ANTI-RAGGING VERDICT BY THE HON'BLE SUPREME COURT OF INDIA.

UNDERTAKING

I, Mr./Ms. _____ S/D/o Sh. _____, having Roll No. _____ a student of Batch/Semester _____

That I hereby undertake that:-

01. That I have read and understood the directives of the Hon'ble Supreme Court of India on anti-ragging and measures proposed to be taken in the above reference.
02. That I understand the meaning of Ragging and know that ragging in any form is a punishable offence and the same is banned by the Court of Law.
03. That I undertake to face disciplinary action/legal proceedings including expulsion from Hostel/Institute if the above statement is found to be untrue or concealed at any stage in future.
04. That I shall not resort to ragging of juniors in any form at any place (College or Hostel) and shall abide by rules/laws prescribed by the Court of law, Govt. of India, and the Institute authorities for the purpose from time to time.

If it is found that I am not obeying the rules and regulation of the Institute and am found indulging in ragging, I am liable to be published as per directives of the Apex Court and rules & regulation of the Institute.

Name of the Student_____

Signature _____

Date_____

Note:- This undertaking may be given in English or Vernacular language.

Appendix -III

Agreement for M.Phil/DPN Courses

Know allmen by those presents that

I.....Son/Daughter of

.....residing at (Full Address).....

.....Herein after called the "STIPENDIARY" (which expression shall unless excluded by or a repugnant to the context include his/her heirs, executors, administrators and legal representatives) and (Full name and address):

1.

.....and

(Full name and address)

2.....

.....hereinafter called "the First Surety" and 'the Second Surety' respectively (which expression shall unless excluded by or repugnant to the context include their respective heirs, executors, administrators and legal representatives) bind ourselves jointly and severally to pay the Director Principal of Government Medical College and Hospital, Chandigarh (hereinafter called the 'GMCH') on demand and without demur in the event of discontinuance of course all the amount paid as stipend to the candidate together with further sum of Rs 1.0 lacs drawn as penalty during the course.

3. The candidate selected for the course will be required to submit a **bank guarantee of Rs. 1.0 lac** immediately, definitely before the start of the session.

3. Signed this .....day of ..... month in the year two thousand and.....

4. Whereas the stipendiary is nominated to the GMCH stipend at the rate of Rs.12000/- or Rs.2000/-..... per month for the I and II Years for the study of postgraduate M.Phil or Diploma in .....at the Government Medical College and Hospital, Chandigarh on the condition of his/her executing a bond supported by two sureties on the terms appearing hereinafter which the stipendiary has agreed to do.

5. Now the condition of the above written obligation is that in the event of the above bounden stipendiary participating in a strike or being made to leave the training course on account of indiscipline or misconduct on his/her part or refusing to serve the Institute for a period of 2 years/ I year is required to do so within a period of six months after qualifying for full registration completing the course or for other reasons not considered valid and satisfactory by the Director, Government Medical College and Hospital, Chandigarh, whose decision in this behalf shall be final, the stipendiary and the sureties jointly and severally pay and refund to the Director, GMCH, on demand and without demur all the amount spent on the stipendiary together with further sum not exceeding Rs 1.0 lacs thereof as penalty on account of the said training of studies as the Director, GMCH may direct. The decision of the Director, GMCH as to the commission of breach or any indiscipline, misconduct on the part of the stipendiary as also the amount of penalty payable and as to whether the stipendiary has or has not performed and observed the conditions and obligations under these presents shall be final and binding on the stipendiary and the sureties.

6. The stipendiary except as provided in the agreement, discontinues the course to which he/she has been admitted without completing in the middle shall be liable to pay a sum of six full months stipend to the Institute as penalty besides forfeiture of emoluments for the month in which he/she discontinues the course with interest until realisation and the sureties are equally responsible.

7. And upon making such payment, the above written obligation shall be void and of no effect, but otherwise, it shall be and remain in full force and virtue.

8. And the sureties hereby covenant with the Director, GMCH that liability of the sureties hereunder shall not be impaired or discharged by reason of time being granted or any forbearance, act or omission of the Institute (whether with or without the knowledge or consent of the sureties) in respect of or in relation to the several obligations and conditions to be performed or discharged by a stipendiary or by any other matter or thing whatsoever which under the law relating to sureties, shall but for this provision, the stipendiary before suing either of the sureties for amount due hereunder.

9. It is agreed that the stamp duty shall be borne by the student.

10. In witness whereof the said stipendiary and the sureties have put their respective hands the day and year herein above written hereunto and Sri/Smt/Dr..... .....

Signed by the Stipendiary in the
Presence of

.....

(Permanent address proof should Be produced at the time of admission)

Signature of the Stipendiary

Signed by the First Surety (Parent)
in the presence of .....

(ID, Address Proof should be enclosed)

Signature of first surety

Signed by the Second Surety (Guardian)
in the presence of

.....

(ID, Address proof should be enclosed)

Signature of second surety

Certified that the above named sureties are solvent and acceptable.

.....

Signature of the Magistrate/Notary
(With Seal)